

# U.S. Department of Energy

OAK RIDGE OFFICE

## ANNOUNCEMENT

3890

September 7, 2005

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**SUBJECT: FEGLI 2004 OPEN SEASON ELECTIONS**

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Most employees who made elections during the 2004 Federal Employees Group Life Insurance (FEGLI) Open Season had those elections become effective September 4, 2005. Full time employees must have been in a pay and duty status for at least 32 hours during the pay period beginning August 21, 2005, in order to have their elections effective on this date. Sick leave, annual leave, donated leave, or any other kind of leave, whether paid or unpaid, does not constitute a pay and duty status for this purpose. Part time employees and others without a regularly-scheduled tour of duty should contact this office to discuss specific requirements associated with their individual work schedules to determine the actual effective date of their elections. Employee copies of the election forms showing the actual effective date of the newly elected coverage will be distributed in the next 2 weeks.

The Office of Personnel Management conducts FEGLI Open Seasons infrequently, and we have not received any notification that another one is being considered. For information on how to increase FEGLI coverage outside an Open Season, or for general information about the FEGLI Program, employees should check the website at [www.opm.gov/insure/life](http://www.opm.gov/insure/life) or contact their Human Resources Specialist. Questions regarding elections made during the 2004 FEGLI Open Season should be directed to Cathy Clifton at (865) 576-0680.



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Federal Human Resources Branch